

AGENDA
BOARD OF SELECTMEN
April 20, 2010
7:00 p.m.
Town Building

Public Input

Chairman's Comments

Town Administrator's Report

Meeting Minutes

Visitors

- 7:10 p.m. Appointments of Pompo Use Study Committee
- 7:25 p.m. Eagle Scout recognition – Peter Gjeltema, June 26 Court of Honor
- 7:30 p.m. Apple barn preservation – Janet Stiles
- 7:45 p.m. Non-municipal use of Town website – Beth Tobey
- 8:00 p.m. Appointment of apprentice firefighters
- 8:05 p.m. Permit for Stow Garden Club plant sale, May 7-8
- 8:10 p.m. Permit for SpringFest parade, May 15

Action/Discussion

- Warrant articles not voted: Jokinen land purchase, FPC land, CR on SCT land
- Recommendations from Chapter 61 Quick Start Team
- OAR funding request for water sampling of Assabet and Elizabeth Brook

Selectmen's Master Planning

Liaison Reports, if any

Correspondence

Adjournment

Posted 4/16/10

Correspondence

Town:

Building Permits Report for March, rec'd 4/5

Minuteman Career and Tech School letter re committee vote for feasibility study, rec'd 4/5

CC of NRSD letter to Treasurer-Collector re FY 2011 Stow assessment, rec'd 4/5

Letter withdrawing Citizen's Petition re stone building from Town Meeting warrant, rec'd 4/6

Resident letter re ESBC handling of stone building issue, rec'd 4/6

Conservation Commission report on Jokinen property, rec'd 4/7

CC of resident letter to ESBC re project schedule and stone building, rec'd 4/11

Resident request to visit Board on stone building preservation, rec'd 4/12

Update on Minuteman vote for feasibility study, rec'd 4/12

Conservation Commission member's resignation letter, rec'd 4/12

Planning Board site plan approval of elementary school building project, rec'd 4/13

CC of Planning Board memo to Public Safety Officer re crosswalks at Town Center, rec'd 4/13

Community Chest Needs Assessment Survey, rec'd 4/14

General:

Mass DPU notice of NSTAR low-income rate discounts, 5/4 comments deadline, rec'd 4/12

Mass Atty General notice on Open Meeting Law changes, rec'd 4/13

MassHighway policy directive on federally funded design contracts, rec'd 4/14

DEP letter on Sustainable Materials Recovery Program, rec'd 4/14

Public Employee Retirement Admin memo on post-retirement earnings, rec'd 4/15

Mass Interchange Newsletter for Winter 2010



Town of Stow
BOARD OF SELECTMEN

Stow Town Building
380 Great Road
Stow, Massachusetts 01775
(978) 897-4515 selectmen@stow-ma.gov Fax (978) 897-4631

NOTICE OF VACANCY

**POMPO SCHOOL STUDY COMMITTEE
5 Members**

This is a new committee.

Objective: To recommend the best future use of the Pompositticut School building and land to the May 2011 Annual Town Meeting.

Major Activities:

- At least two town-wide forums to gather community input.
- A request for funds for professional services at 2010 Annual Town Meeting.
- Recommendation for use with proposed associated costs at 2011 Annual Town Meeting.

The committee's activities are divided into two phases. Descriptions of the Phase I and Phase II tasks are available from the Selectmen's Office (selectmen@stow-ma.gov) and with the vacancy posting under Opportunities on the Town of Stow website (http://www.stow-ma.gov/Pages/StowMA_WebDocs/jobs).

Qualifications: Registered voter of Stow. Relevant skills include:

- Knowledge of Stow's municipal services and needs
- Real estate
- Architecture
- Engineering
- Community outreach

Term: Appointment by the Board of Selectmen. Members will serve until a recommendation has been presented and adopted at the 2011 Annual Town Meeting.

Application: The Board of Selectmen will accept letters of application until 5:00 pm on Wednesday, January 27, 2010.

Posted 1/4/10

RECEIVED

JAN 19 2010

Town of Stow
BOARD OF SELECTMEN

Gus J. Stathis
19 Catherine Circle
Stow, Mass. 01775
January 18, 2010

Board of Selectmen
Stow Town Building
380 Great Rd.
Stow, MA 01775

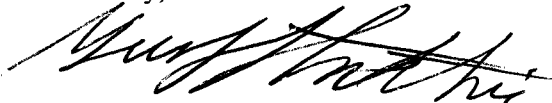
Ladies and Gentlemen:

Please be advised of my interest in supporting the town of Stow in its effort to develop a plan for determining the best use of the Pompositticut School space for the people of Stow.

Additionally, my extensive background in developing and constructing space for Boston University (see attached resume) would be very useful in this effort.

Please advise when and if you like me to appear before you in person. I can be reached at 978-897-5967 or on my cell phone at 617-212-3527.

Sincerely,



Gus J. Stathis

Board of Selectmen.10.12.09

Gus J. Stathis
19 Catherine Circle
Stow, MA 01775
Home: 978-897-5967

RECEIVED

JAN 19 2010

Town of Stow
BOARD OF SELECTMEN

Summary of Qualifications:

Concentrated Engineering and Management experience specializing in cost-conscious facility design, construction, and maintenance.
Implemented facility layout and project scheduling.
Prepared and administer contracts; Established a Facility Audit Program for the campus.
Developed special maintenance programs.

Education

M. S. Engineering Management, Boston University
B. S. Civil Engineering, The Citadel - Charleston, South Carolina

Professional Experience

1985 - 2007

Director of Project Management Group for the physical plant of a major Massachusetts university consisting of over 350 buildings and 10 million square feet of facilities.
Responsible for the management, renovation and construction of projects on campus.
Responsible for the selection of outside contractors and development of project budgets.

1983-1985

U. S. Air Force

Director of the Physical Plant for Hanscom Field, Bedford, Mass. The base consisted of 850 acres of improved land with 3.5 million square feet of facilities.

Supervised 350 engineers, technicians, and craftsmen in the operation and maintenance, design and construction management of existing and new facilities.

Established milestone objectives for design, procurement and construction. Directed the maintenance and utility operations for 208 industrial/office buildings and 695 residential units.

Managed a budget consisting of \$25 million for operations and maintenance of facilities and \$10 million for new construction.

1980-1983

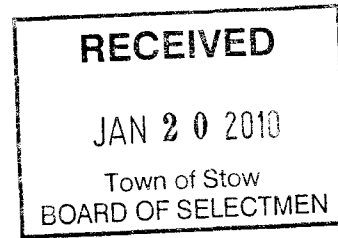
U. S. Air Force

Chief of Facility Operations and Maintenance.

Responsible for the maintenance and utility operations for 112 industrial/office buildings and 1400 residential units; United States Air Force, Bolling Air Force Base, Washington, D.C. Directly supervised 189 maintenance personnel providing round-the-clock emergency service as well as routine scheduled maintenance. Managed a budget consisting of \$9 million for operations and maintenance of facilities.

Previous experience: Air Force Pilot- RF-4

Personal: Married, one child.



Stow Board of Selectmen

January 20, 2010

I am interested in being on the board for the Pompo Planning Task Force. Have been a resident of Stow for 58 years and very interested in being involved in this, also have a knowledge of what the needs of the town are and feel I would be an asset to this committee.


James Sauta

218 Hudson Rd.
Stow, MA

(978)562-3712
sauta@comcast.net

Stow Selectmen's Office

From: Mike Busch [mike.busch@comcast.net]
Sent: Tuesday, January 26, 2010 3:31 PM
To: selectmen@stow-ma.gov
Subject: Pompo School Study Committee,

Dear Stow Board of Selectmen,

I would like to apply for a position on the newly forming Pompo School Study Committee.

Having been a member of the Municipal Land use Committee (the one before the last one) I am very much aware of the needs for space in Stow. The most urgent need at the moment is a Senior Center. Other needs expressed are for an expanded food pantry and an indoor Rec. center for class type activities as well as many other uses.

I am an engineer and know many other engineers across all disciplines in Town. My network of contacts extends through my involvement in CPC, Recreation Commission and the Stow Community Park Iteam.

It would be an honor to work with this committee to help advise the Stow Town Selectmen on the best use of Pompo.

Thanks,

Mike Busch
25 Peabody Drive
Stow, Ma.

Stow Selectmen's Office

From: paulwchaisson@comcast.net
Sent: Friday, March 12, 2010 8:39 AM
To: selectmen@stow-ma.gov
Subject: Pompo Use Committee

CoA member

To whom it may concern,

I am interested in serving on the Pompo school use committee if there is still a vacancy.

Please let me know.

Thank You,

Paul Chaisson
57 Birch Hill Road

3/26/2010

Stow Selectmen's Office

From: Rob Aldape [teachhssci@gmail.com]
Sent: Sunday, March 14, 2010 2:23 PM
To: Ellen Sturgis; selectmen
Subject: Re: Pompo Study committee

*4/11 - Change in schedule.
 Will be out of town on
 4/20.*

Dear Susan,

I would like to apply for a position on the Pompo school study committee. I've learned a lot about Stow's municipal services and needs through attending almost every town meeting since '96. I served on the capital planning committee and have served on the Randall Library Trustees board for many years. I am running for reelection this year and may switch from the treasurer's position to chairing the board. I've learned a lot about our town through discussions with friends on these boards. Also, I have a kid in the school system and bring a typical parent's perspective on municipal needs through my family's interactions with the schools, Stow Rec, Troop 1 and other Stow related activities.

I am a high school science teacher which gives me some meeting time flexibility, but my hours are as tight as everyone else's. I am confident that through my many experiences with town governance and my knowledge of the needs of Stow's many constituencies I can help this committee meet its objectives.

Regards,

-Rob Aldape
 67 Wildwood Rd
 978-568-9147

On Thu, Jan 14, 2010 at 12:07 PM, Ellen Sturgis <e.sturgis@gmail.com> wrote:
 Please distribute this far and wide!

POMPO SCHOOL STUDY COMMITTEE
Five Members

This is a new committee.

Objective: To recommend the best future use of the Pompositticut School building and land to the May 2011 Annual Town Meeting.

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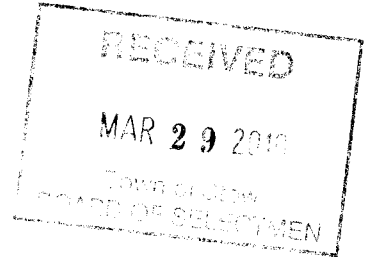
The committee's activities are divided into two phases.

[Click here for descriptions of the Phase I and Phase II tasks.](#)

3/26/2010

Ann L. Deluty
51 Birch Hill Rd
Stow, MA 01775
March 29, 2010

Board of Selectmen
Town of Stow
Town Hall
380 Great Road
Stow, MA 01775



Dear Sirs/Ladies:

I spoke with Sue McLaughlin last week and, as promised, I'm enclosing a copy of my resume.

I would like to be considered for appointment to the committee looking into reuse of the Pompo School. I feel that my recent experience in the town will be of great use in considering all the current issues.

- I have recently completed a physical analysis and new layout of the Stow Senior Center. This required several trips to other Senior Centers for research.
- As Chair of the Cultural Council I am familiar with many of the events and organizations that utilize town facilities.
- As a member of the Finance Committee, I am fully aware of both financial issues and physical needs for many town facilities.

If you have questions, please call me at (978) 298-5155. I look forward to hearing from you soon.

Sincerely,

Ann L. Deluty

Enclosure

ANN L. DELUTY

51 Birch Hill Rd

Stow Massachusetts 01775

978-298-5155

a.deluty@comcast.net

EDUCATION

- 1967 B.S in Education, Tufts University in affiliation with The School of the Museum of Fine Arts
- 1981 Master of Business Administration, Boston University

WORK EXPERIENCE

- 1996-Present Teaching Stone and Wood Carving, *Stow, MA*
- 2000-Present Owner of Livable Landscapes Designs, *Stow, MA*
- 2001-Present Owner of Stow-Away Organizing, *Stow, MA*
- 1997-2000 Owner of Randolph Associates Fine Arts, *Belmont, MA*
- 1986-1987 Substitute Teacher, Belmont Public Schools, *Belmont, MA*
- 1985-1986 Stockbroker, Buttonwood Securities, *Boston, MA*
- 1980-85 Stockbroker, Moseley, Hallgarten, Estabrook and Weeden, *Boston, MA*
- 1972-1979 Senior Art Editor, Houghton Mifflin Co. *Boston, MA*
- 1970-1972 Book Designer, Allyn & Bacon, Inc. *Boston, MA*

ACHIEVEMENTS

- Former Board of Directors, Concert Opera Boston
- Board of Directors, Cambridge Art Association
- Former President, Belmont Arts and Crafts Association
- Gallery Representation, Jan Collins Selman Fine Arts, *Falmouth, MA*

- REFERENCES Available on request

Stow Selectmen's Office

From: Rick Connelly [lieutr1@comcast.net]
Sent: Wednesday, April 07, 2010 10:23 AM
To: selectmen@stow-ma.gov
Subject: Pompo Study Committee

To the Board of Selectmen:

I am applying to sit on the Pompo Study Committee. Nudged on by Ellen Sturgis's email I have decided that I can take a more active role in town matters.

To answer the question of who am I, I offer the following:

I am Richard Connelly

I reside at 40 Evelyn Road for the past eight years.

I am married to the former Julie Ann Walrath.

I have a six year old daughter who attends Pompo and is presently in the first grade.

I have been a firefighter in the City of Boston for the past forty years and have sat on numerous committees.

Presently I am the treasurer of the Juniper Hill Water Company, the water supplier for the Juniper Hill neighborhood.

I can be reached through this email address or by phone at 897-3632.

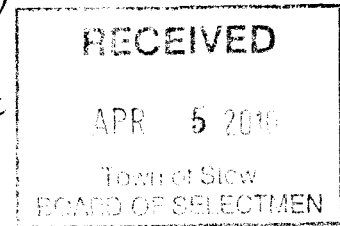
Sincerely,

Richard 'Rick' Connelly

4/7/2010

April 2, 2010

562-4535(h)
pcgjeltema@
comcast.net



The Board of Selectmen
Town of Stow
380 Great Road
Stow, MA 01775
Attention Mrs. Susan McLaughlin

Dear Mrs. McLaughlin,

Our son, Peter James Gjeltrema, a resident of Stow, Massachusetts and a member of Boy Scouts of America Troop 1 in Stow for the past six years, has recently achieved the rank of Eagle, the highest rank of the Boy Scouts of America, on March 15, 2010.

Peter has earned 22 merit badges, and completed an Eagle Service Project which benefited the Stow Recreation Commission as well as the larger community of Stow. His project was to build and install a permanent twelve foot bench overlooking the Pine Bluffs Beach. This sizable bench is for the benefit of those who cannot traverse the steep stairs down to the beach as well as discourage any inappropriate activities that could cause erosion to the bluff itself. In addition, it provides a pleasant place to sit and enjoy a scenic view of Lake Boon – hopefully you might get a chance to try it out!

This letter is to ask your assistance in recognizing Peter's achievements and community service. Would you please be so kind as to send a letter of greeting for Peter to be presented to him at his Court of Honor on June 26, 2010 at the Old Town Hall, Stow, Massachusetts? All of Peter's letters of recognition will be placed in a binder and will be displayed during this special occasion for him.

If you could be so kind as to please address your letter of recognition to:

Eagle Scout Peter James Gjeltrema.
285 Sudbury Road
Stow, MA 01775.

Thank you very much for taking time from your busy schedule to help our community and Troop 1 Stow recognize the personal achievement and service of Eagle Scout Peter James Gjeltrema; and thank you for your service to the town of Stow.

Sincerely,

A handwritten signature in cursive script, appearing to read "PA and CA Gjeltrema".

Paul and Carol Ann Gjeltrema

Stow Selectmen's Office

From: Janet C. Stiles [jcstiles@massmed.org]
Sent: Monday, April 12, 2010 9:15 PM
To: selectmen@stow-ma.gov
Cc: ruggiero@comcast.net; laura@spear.net; kkfarrell2009@gmail.com; s.dungan@comcast.net; e.sturgis@gmail.com

Subject: Stone Apple Building agenda request

April 12, 2010

To: Stow Board of Selectmen:

This is to request a place on the agenda of the next Board of Selectmen meeting for discussion of the issue of the Stow town landmark known as the Stone Apple Building. As you are aware, a signature petition has been gathered from over 100 Stow residents in support of the preservation of the Stone Apple Building preservation and there is strong support in the town for the maintenance of this historic building into the future.

The Stone Apple Building is irreplaceable and has value to our town. This is an important issue and I sincerely appeal to you to stand up and be part of a solution to this concern.

Janet Stiles
58 Pine Point Road
Stow, MA 01775

mail: P.O. Box 664 Stow, MA 01775

tel: 978-239-2956

4/16/2010

Stow Selectmen's Office

From: Mike McLaughlin [FireChief@stow-ma.gov]
Sent: Monday, April 12, 2010 4:06 PM
To: Town Administrator
Cc: Mike Stevens; Susan McLaughlin
Subject: New Call Firefighters

Bill,

I would like to have the following individuals appointed as Apprentice Firefighters. They have successfully completed the apprentice training program passing the written and practical exams.

Erick Benoit

Shannon Eichorn

Mark Latta

Andrew Lenox

Jeffrey Lyons

George Nunez

Stephen Stille

Matthew Vickery

If you need more information, please let me know.

Thank you,

Mike

Mike McLaughlin
Stow Fire Chief
Stow Fire Department
16 Crescent Street
Stow, MA 01775
Phone: (978) 897-4537
Fax: (978) 461-1400
Cell: (978) 580-7774

Stow Selectmen's Office

From: Conservation Commission [Conservation@Stow-MA.gov]
Sent: Wednesday, April 07, 2010 11:11 AM
To: Susan McLaughlin
Cc: Bill Wrigley
Subject: Jokinen Parcel Site Report

Attached is the site report prepared by Ingeborg Hegemann Clark and Helen Castles regarding the Jokinen parcel.

Regards, Pat



Jokien Parcel S.
Acton Rd.doc

*Patricia R. Perry
Stow Conservation Commission
380 Great Road
Stow, Massachusetts 01775
978-897-8615
978-897-4534 fax
conservation@stow-ma.gov
www.stow-ma.gov*

SITE VISIT REPORT

Date: 4/3/10, Saturday- 9AM

Conservation Commissioner: Ingeborg Hegemann Clark

Associate Member: Helen Castles

Owner and address of site: John Jokinen
Map R-21, Parcel 39
South Acton Road, Abutting Highway Department
5 acres

Purpose of the visit: Review of parcel for possible town purchase and suitability for future municipal facilities, such as highway department expansion or town dog pound.

Weather: Sunny, 50° F

Site Visit Findings:

The five-acre parcel is primarily wooded with at least half of the property's landscape in freshwater deciduous forested/ shrub wetland. Two potential high quality vernal pools were observed in the central and the northeast corner of the property. Vernal pools are an increasingly vulnerable wetland type and could provide rich habitat to many types of vertebrate and invertebrate wildlife populations in the area. An intermittent stream flows from south to north in the central part of the parcel. A large eastern hemlock (*Tsuga canadensis*) approximately 3 feet diameter is located in the northeast corner. *Tsuga Canadensis* is known for its slow growth habit, potentially making this a uniquely old tree. Moss covered bedrock outcroppings were observed in the southwest corner of the property.

It appears that the current access/ path to the landlocked property is a right-of-way through parcels 34 and 35 (Map R-21). The existing access/ path continues through the property and crosses the intermittent stream with a 12 inch corrugated metal culvert in poor condition. The property is littered with debris including: lawn waste; leaf litter; tires; cement blocks; appliances and half of an oil tank. Dumped litter and trash exists mainly along the edges of the access/path; piles were also observed in wetlands and throughout the woodland.

Concerns/ Recommendations:

- Further investigation into the types of materials dumped and methods of clean up should be reviewed and completed prior to the purchase of the property.
- Additional exploration of vernal pool habitat should be examined.
- A small area in the northeast corner of the property with sandy, well-drained soils might be suitable for future expansion or a dog pound. However, this area does have surrounding wetland resources. The Stow Wetland Protection Bylaw requires a 35-foot undisturbed buffer to wetland resource areas. A wetland delineation should be completed, prior to purchase, to fully understand the parcel's land use options.
- Development or use of the upland in the southwestern corner would require an upgrade of the existing access/path for year-round vehicular traffic. Upgrading the access through wetlands jurisdiction will require a permit. This area is also in close proximity to residential housing making it less desirable for a dog pound. In addition, short steep slopes and bedrock also present challenges for other municipal uses.

Stow Selectmen's Office

From: Laura Spear [laura@spear.net]
Sent: Tuesday, April 13, 2010 7:47 PM
To: 'Ellen Sturgis'; 'Kathy Farrell'; 'Steve Dungan'; 'Tom Ruggiero'
Cc: selectmen@stow-ma.gov
Subject: LUTF and the Chapter 61 Quick Response recommendations

Hi all,

I had volunteered to talk to a couple of LUTF representatives to see what the differences in their report and thinking were versus the Quick Response recommendations. Here are some thoughts and feedback for your consideration based on my conversations:

- Per the Quick Response team's verbal input, I think we should consider adding an activity to the Chapter 61 flowchart in the final Land Use Task Force report. Under YES for "Is there a proposed sale?" someone (TBD) should schedule a Joint Boards meeting within 2-3 weeks at the latest. We can always cancel if the meeting is not needed. If we agree this should be added, we should also clearly indicate who is responsible.
- The Chapter 61 process flowchart already shows that the Quick Response team is notified at the same time as a copy is sent to Town Counsel, so the Quick Response recommendation #5 is already in the plan.
- In regards to the 5 days for research, the LUTF thought this was enough time to gather existing information for the BOS and a Joint Boards Meeting. This information gathering would consist of pulling files, checking tax records, checking the open space plan, recreation plan and Housing Production Plan (and others if appropriate), and understanding basic facts that we may already know about the parcel, such as it has lousy percs, a subdivision was denied two years ago, it's a top priority in one of the plans, it abuts other town land, we had a study done for a school site six years ago, etc. It would not involve analysis, creating reports, or even meeting with individual boards. By focusing on gathering existing information, the work will probably not require 3 weeks to complete. Therefore, the Quick Response recommendation #6 may not be necessary.
- The intent is to gather existing information to take to the Joint Boards meeting. The Joint Boards meeting would look across the information and determine whether there was enough interest and potential to form a working group and explore further. This may involve the creation of maps for use in further evaluation—the deliverables in the Quick Response recommendation #7 could be part of this phase 2 work. The Joint Boards meeting would also determine which groups should be involved in the further research and analysis.
- I want to understand more about the Quick Response recommendation #4 about "proper notice." The final Land Use Task Force specifies what "proper notice" is on page 13. This includes, "The location and acreage of land as shown on a map drawn at the scale of the Town's Assessor's map." Is the Quick Response team recommending something in addition to this requirement?
- I personally agree with the first three Quick Response recommendations. If desired, we could amend the Land Use Task Force final report to include these recommendations or address them through SOPs, general operating practices, etc. These activities are not necessarily tied to the

4/16/2010

Quick Response team information gathering, but having an up-to-date listing of Chapter 61 lands, knowing about status changes in Chapter 61 land, and periodically reconsidering land use priorities would serve as good input during their fact-finding phase.

- A question did come up about representing municipal needs during the Quick Response stage. The LUTF members wanted to make sure that Chapter 61 land opportunities had “municipal” representation, starting at the Quick Response phase. I am assuming that the BOS administrator, who is our representative on the Quick Response team, would gather the information relating to needs for parking, new or expanded municipal buildings and services, etc., working with the Town Administrator and others in the Town Building.

Please let me know if you have any questions.

Thanks,
Laura

4/16/2010

Stow Selectmen's Office

From: Stephen Dungan [s.dungan@comcast.net]
Sent: Tuesday, April 06, 2010 12:45 PM
To: 'Alison Field-Juma'
Cc: Susan McLaughlin (bos)
Subject: RE: OAR water quality monitoring

Hello, Alison:

I will put your request on the next selectmen's agenda. As you know, there was a spike in P levels in Elizabeth Brook a while ago, and we need to make sure those readings were valid. Retesting will be critical.

Susan, please add to our 4/20 agenda.

Steve

From: Alison Field-Juma [mailto:fieldjuma@gmail.com]
Sent: Tuesday, April 06, 2010 12:18 PM
To: s.dungan@comcast.net
Subject: OAR water quality monitoring

Hi Steve,

Every year we seek support for our water quality monitoring on the Assabet and Concord rivers, and I wanted to see whether Stow may be able to assist us. There are two water quality sampling sites in Stow that are part of our program, one at Gleasondale/Rte. 62 and one on Elizabeth Brook off White Pond Road. These are long-standing sites and are key to our ability to track trends in water quality improvements and identify sources of pollutants. Each site costs us about \$1,000 to monitor each year. Because we rely on the services of trained volunteers and receive our laboratory analysis at a 50% discount, we are able to provide our EPA-certified data to the Assabet communities for a small fraction of what a consulting firm or government agency would charge.

We would like the town to consider contributing \$1,000 towards the monitoring costs in Stow. This is the same amount that other towns contribute, including Maynard, Acton and Concord. This long-running program provides an overall picture of the health of the Assabet and Concord rivers to help guide decisions about their management. As you know, the next few years will be critical for the Assabet water quality decisions. All of the data collected are available in OAR's Annual Water Quality Monitoring Report which is sent to each town sponsoring the data collection. Some towns provide sponsorship through their Board of Health, some through the DPW or other town department.

Thank you very much for considering this request. Please feel free to call me if you have any questions at: 617-388-1366 (cell).

Best regards,

Alison Field-Juma
Executive Director
Organization for the Assabet River

4/16/2010